



A SkillPort add-on that integrates ILT with e-learning



SkillPort[®] Instructor-Led Training Module

Get Up and Running Fast

SkillSoft implementation and support services enable customers to establish the consistent business processes, naming conventions and procedures for managing ILT and e-learning that are critical to efficient ILT management. Initial configuration of the module, along with training for administrators on process and procedures, guarantees optimal time-to-productivity.

Save resources with blended training

SkillSoft's Instructor-Led Training Module, when added to SkillPort, can manage, assign and report on instructor-led training (ILT) and handle all areas of schedules, wait lists and e-mail notifications. With this module, traditional classroom training can be incorporated, along with e-learning content and virtual classroom training, into any learning program to create a true blended learning experience.

Utilizing one platform for all learning needs, and centralizing and automating the management of all classroom training, provides tremendous cost savings and convenience through better use of talent and budget resources. The add-on module is easy to implement and the initial configuration and training for administrators assures optimal time-to-productivity.

Streamlined and convenient

Save resources and train more learners in more subjects in less time. Administrators no longer need to manually track sign-ups, cancellations or student scores. E-mail notifications keep administrators, learners and instructors informed of status changes. This automation greatly streamlines instructor-led training (ILT) scheduling and wait list management. Administrators can also conveniently manage and run reports from SkillPort.

Companies who have SkillSoft Dialogue™ will reap additional benefits. New Dialogue virtual courses and sessions can be integrated with traditional courses in the same place, at the same time, without ever having to leave the module. In addition to Dialogue, third-party web conferencing solutions are also supported at a basic integration level.

Meet Your Business Goals

Complimentary core support services

- Administrator's Guide
- Virtual training sessions (generic functionality training, open to all licensed administrators)
- Self-paced e-learning curriculum
- Customer training site URL
- Module training

Implementation services package

- Implementation consulting and design
- Configuration and deployment
- Customized training and communication

On-site post-implementation administration and maintenance services

A learning professional dedicated to your company will manage:

- Learner enrollment, assignment, waitlist, approval and attendance
- Virtual and physical classrooms and locations
- Courses, sessions and instructors
- Report production and distribution

Features and Benefits

Grow and enhance your overall training program by providing blended learning solutions on one convenient, integrated platform. Customers using SkillSoft Dialogue can seamlessly deliver a session on any given subject, both virtually and in a traditional classroom, and the Instructor-Led Training Module will track it as one course, eliminating the need for manual tracking.

Empower employee learning through self-enrollment, management and wait list functionality. Employees can search and enroll in classes that interest them, and join a watch list if a class is full. Watch lists automatically notify employees when new sessions are scheduled.

Find the course format that best fits training needs by searching and viewing all formats of class presentation including traditional classroom, virtual and e-learning.

Reduce the burden on instructors by automating course scheduling and tracking.

Manage employee learning to meet business objectives through assigned courses.

Track and report on course activity, popularity and most requested to gain insight into training requirements and achievements.

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